

## APPENDIX 1

# OSCr

Office of the Scottish **Charity Regulator**

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	1	November	2018	To	31	October	2019

## Reference and administration details

**Charity name**  
**Other names charity is known by**  
**Registered charity number**  
**Charity's principal address**

Code the City	
<b>SC047835</b>	
ONE Tech Hub, Schoolhill	
Aberdeen	<b>Postcode AB10 1FR</b>

## Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Bruce Scharlau	Treasurer		
2	Andrew Sage			
3	Steve Milne			
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## Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year
Ian Watt	Sept 2018 - April 2019

## Structure, governance and management

Type of governing document

Deed of Trust

Trustee recruitment and appointment

There were four founding trustees. Ian Watt stepped down to become CEO.

## Objectives and activities

Charitable purposes

The advancement of science and the advancement of education in service design, computing science and coding using open data for the public benefit in the City of Aberdeen and such other places as the trustees may decide and in furtherance of this by;

- i) Promoting the potential of design-led approaches to tackle the challenges of modern life
- ii) Promoting education and instruction in programming, computer science and design-led creative problem solving
- iii) Promoting events to deliver design solutions to social issues
- iv) Working in partnership with other bodies to achieve the above purposes

Summary of the main activities in relation to these objects

With new premises we have been able to expand our activities this year. We now spread our work across a number of areas:

- i) Providing facilitation of co-design hack events under our 'coding for public good' space. We ran two events this year.
- ii) Promoting education to Aberdeen Young Coders in our after-school club, which meets twice a month, and started in September to coincide with the school term.
- iii) Organising and delivering monthly meetups for Python developers, and for data scientists in order to share ideas, and help each other learn more about these two areas.
- iv) We are also working with others as part of Air Aberdeen to deliver an air quality monitoring system for the city.

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### Achievements and performance

#### Summary of the main achievements of the charity during the financial period

CTC15 – Air Quality – 16/17 February 2019 had 40 people focusing on 'How clean is Aberdeen's air?' and realising that it's not as nice we would like. This was based on previous conversations with a range of groups like 57 North Hacklab, representatives from Torry and Tillydrone, and a research team from the University of Aberdeen.

CTC16 – Air Quality 2 – 8/9 June 2019 had 30 people building on the work developed in February with more sensor building and strong support from local businesses for equipment and catering. This time we had some coverage from BBC.

For both events we charged for attendance, which helped with the numbers, although, as always, we had fewer people attend on the Sunday than on the Saturday. We improved our wastage of food, and trialled our 'ideas platform' to gather information about challenges before the event so that less time is spent discussing barriers and opportunities, which might lead to potential solutions for the challenges. Both times we trialled the system, it seemed to work well.

We also ran our first Wikimedia Editathon 17 August 2019, which focused on showing people how they might contribute to Wikimedia by adding details and photos.

Our DataMeetups continued well this year with 28 speakers and 575 attendees. This is helping to grow connections between practitioners, industry and academia.

We started a Python User Group in September that attracted around 40 people for the first session, and we expect a similar turn out for others each month.

### Financial review

#### Brief statement of the charity's policy on reserves

We hold enough to cover expected outgoing payments, and aim to build this up so that we can cover an event if we want to run one without needing a sponsor.

#### Details of any deficit

There is no deficit.

#### Donated facilities and services (if any)

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### Other optional information

2018/2019 was another important year for Code the City. We celebrated our fifth birthday as an organisation, and we found a home too. We continued to attract more participants for our events, and to continue to explore a range of subjects. During all of this our mission remains the same – to use the power of data, software and the web to improve the lives of people in cities through education, empowerment and collaboration.

While we ran fewer events this year, we have possibly had more impact as our meetups, and after school club are now reaching more people. Our two co-design events had 70 people participating, while the data meetup (first Tuesday of the month) regularly has 40 people each month, and the Python User Group (second Wednesday of the month) has 30 attendees, and the Young Coders Club (first and third Wednesday each month) has 20 kids each session, plus four volunteer helpers.

Our two air quality events generated the foundation of the Air Aberdeen group (<https://www.airaberdeen.org>) which is working towards installing air quality sensors around to city and building an online platform to monitor and analyse the data they generate. While this is taking longer than expected, we have more people helping us achieve the goals.



As we ramp up our work we are looking for larger amounts of funding so that we could hire a part-time administrative assistant. This person would help with fundraising and developing materials to work with the pupils, while also lining up speakers for the meetups, and prepare for the co-design hack events.

We continue to look for opportunities to recruit two types of participants. On the one hand, it would be useful to bring in some regular volunteers, who could help with running our events so that we can focus on managing the events without having to worry about cleaning up plates, and topping up the kettles. On the other hand, we are also looking to bring in a number of board members, who could help guide the trustees to ensure that we're doing things well.

### Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Andrew Sage	Bruce Scharlau
Position (e.g. Chair)	Trustee	Treasurer
Date	08 June 2020	6 June 2020